



How to Register for the SAT and SAT Subject Tests

Students in Cameroon who would like to take the SAT and/or the SAT Subject Tests must use a paper registration form; they cannot register online. The registration form is available from the guards at the Consular entrance to the U.S. Embassy, in the James Baldwin Information Resource Center at the U.S. Embassy, the American Language Center in Douala, the American Language Center in Yaounde, and from LUKMEF in Limbe.

Please note: If you would like to register for the SAT **AND** the SAT Subject Test(s), then you need two separate registration forms. You cannot register for the SAT and the Subject Test(s) using the same form. Also, the SAT registration form and the two accompanying practice booklets are **FREE. There is no charge for these materials.**

This guide will take you step by step through the 2009-2010 SAT Registration Form. Some sections require you to supply a particular code in order to answer the question. A full list of all codes needed to complete this registration form—international test center codes, university codes, country codes, and college major codes—are available for download from College Board at http://www.collegeboard.com/prod_downloads/sat/sat-international-code-list-booklet.pdf.

1. NAME

- **Last Name** = family name (example: Obama)
- **First Name** = given name (example: Barack)
- **M.I.** = middle initial (*In the U.S., a person may have one additional name known as a middle name. Typically, when signing important documents, only the first letter of the middle name is used, known as middle initial. President Obama's middle name is Hussein. Thus, when he signs his name, he signs Barack H. Obama.*)

2. DATE OF BIRTH

- You must list your date of birth in the order of **MONTH, DAY, YEAR**. If you were born on January 3, 1990, then your date of birth would look like this: 01 03 90. Print your date of birth in this format in the boxes, and fill in the corresponding ovals below.

3. SEX

- Indicate your gender by filling in the corresponding oval for female or male.

4. SOCIAL SECURITY NUMBER

- Leave this section blank. International students do not have Social Security Numbers (SSN). If, however, you are a U.S. citizen, then you would fill in the corresponding ovals for your SSN.

5. COLLEGE BOARD HIGH SCHOOL CODE

- High schools (secondary schools) in Cameroon do not have a College Board High School Codes. Leave this section blank.

6. CURRENT GRADE LEVEL

- It is hard to equate grade levels in the U.S. to grade levels in Cameroon. In the U.S., secondary school spans four years. Here is a rough equivalency chart to follow:
- **Not yet in 8th grade:** Age 13 and younger. It is unlikely that anyone would fill in this oval.
- **8th grade:** Ages 13-14. It is unlikely that anyone would fill in this oval.
- **9th grade:** Fill in this oval if you are currently in your first year of O level studies or Probatoire studies
- **10th grade:** Fill in this oval if you are currently in your second year of O level studies or Probatoire studies
- **11th grade:** Fill in this oval if you are currently in your first year of A level studies or Baccalaureat studies
- **12th grade:** Fill in this oval if you are currently in your second year of A level studies or Baccalaureat studies
- **No longer in high school:** Fill in this oval if you have completed A level or Baccalaureat exams
- **1st year of college:** Fill in this oval if you are currently enrolled in your first year of university
- **2nd year of college:** Fill in this oval if you are currently enrolled in your second year of university

7. EXPECTED DATE OF HIGH SCHOOL GRADUATION

- Enter the date that you graduate(d) from secondary school (Upper General Secondary School or Lycée)
- You must enter your date of graduation in the order of **MONTH, DAY, YEAR**.

8. STUDENT SEARCH SERVICE

- If you would like to receive materials about educational opportunities and financial aid from universities, scholarship programs, and nonprofit organizations, then fill in the corresponding “Yes” oval. If you do not want to release your information and receive materials, fill in the corresponding “No” oval.

9. TEST AND TEST DATE FOR 2009-2010

- **TEST:** You can take EITHER the SAT or the SAT Subject Test(s) on one test day; you cannot take both on the same day. Fill in only one oval that corresponds to the test you want to take.
- **TEST DATE:** Select the test month. For SAT Subject Tests, choose up to three tests in Section 20. This means you can take up to three SAT Subject Tests on the date you have selected. Make sure the testing month you mark on the front of your registration envelope matches the month you choose in section 9.

10. TEST CENTER CODES

- There are two test centers in Cameroon: the American Language Center (ALC) in Yaounde, and the American Language Center (ALC) in Douala. The SAT and SAT Subject Tests will be administered on all six test dates at the ALC in Yaounde. The SAT and SAT Subject Tests will be administered only in October, November, January, and June at the ALC in Douala. Language with Listening Tests are only administered on the November test date at both centers.
- The Test Center Code for ALC **Yaounde** is **76-685**.
- The Test Center Code for ALC **Douala** is **76-610**.
- Print the appropriate Test Center Code in the boxes and fill in the corresponding ovals below.
- **WHERE WOULD YOU LIKE TO TEST:** Print the name of the city and the country in the boxes—Yaounde Cameroon or Douala Cameroon. Leave an empty box between the city name and Cameroon.

11. 11a: SCORE REPORTING

- Each university is assigned a four digit College Board code. There are several places you can search for a university code:
 - Go directly to the admission page of the university’s website
 - Go to http://www.collegeboard.com/prod_downloads/sat/sat-international-code-list-booklet.pdf
 - Go to www.collegeboard.com/sat-codes. Then click on the link for “College and scholarship programs.” Use the search engine to locate the university and its code. Print the code in the boxes and fill in the corresponding oval below.
- Four free score reports are included in the price of your test registration (meaning you can choose up to four universities to receive your score reports at no additional charge).
- If you are undecided about where to send your scores, you can add or change score recipients by using the Correction Form that will be mailed to you with your Admission Ticket. You have to return the Correction Form by mail two-and-a-half weeks **before** the test date **OR** hand it to the test supervisor on test day.

11b: ADDITIONAL REPORTS

- If you want to send your score report to additional universities, then list these universities in section 11b. Print the code in the boxes and fill in the corresponding oval below.
- Each additional score report costs \$9.50.

IMPORTANT ADDITIONAL INFORMATION ABOUT SCORE REPORTS

- Score reports will be mailed to you and to the universities you list on the form.
- You are strongly encouraged to go to www.collegeboard.com/MYSAT and log on or create your free “MY SAT” account to review your score reports. For information on how to create a College Board account, download the document “How to Create a College Board Account, Check SAT Scores, and Add Universities as Score Recipients” under the “Additional Information” link on the EducationUSA Advising webpage.

12. MAILING ADDRESS

- Do not fill out this section. This is for U.S. addresses only. Go to section 13.

13. INTERNATIONAL MAILING ADDRESS

- Fill out this section with your mailing address precisely the way it must appear on an envelope in order to reach you. You may not need to use all three address lines; your address may fit on one or two address lines. It is OK to leave the other address lines blank if you do not need them.
- You must fill in EITHER city OR province. You do not have to complete both sections, but you do have to complete at least one section.
- Postal Code: Cameroon has no postal codes. Leave this blank.
- Home Telephone: You may also use your cell phone number in place of home telephone number.

14. COUNTRY CODE

- The country code for Cameroon is **095**.

15. E-MAIL ADDRESS

- CAREFULLY AND CLEARLY print your e-mail address in the boxes provided.
- If you provide an e-mail address, then you will receive a copy of your Admission Ticket via e-mail, which you must bring to the test center on test day.

16. You should also fill in the corresponding oval indicating “I would like to receive a paper Ticket.” This way you will receive both an electronic Admission Ticket and a paper Admission Ticket.

17. VISA, MASTERCARD, AMERICAN EXPRESS, OR DISCOVER CARD NUMBER

- Do not fill out this section. Leave it blank. You cannot register for the SAT or Subject Tests using a credit card in Cameroon.

18. PUBLICATIONS

- As an international student, you cannot order publications using this form; leave this section blank.

19. OTHER SERVICES AND FEES

- **ADDITIONAL REPORT FEES:** Remember, you can send your scores to up to four universities for free. If you would like to send your score report to additional universities, fill in the oval next to the number of reports you requested be sent in section 11b. Then fill in the total cost in the boxes provided.
- **SAT ANSWER-REPORTING SERVICES:** Please see page 10 of your Paper Registration Guide for a full explanation of this section. Most students will leave this section blank.
- **OTHER FEES, IF APPLICABLE:** Fill in the oval next to International processing fee. Write 26.00 in the corresponding boxes.
- **OTHER SERVICES & FEES TOTAL:** Write 26.00 in the corresponding boxes. You should also write this number in 21B.

20. SAT FEE WAIVER CODE

- Leave this section blank. As an international student, you are not eligible for an SAT fee waiver.

21. TEST FEES

- **SAT FEE:** If you are using this registration form to register for the SAT, then fill in the oval next to C1 and write 45.00 in the corresponding boxes. Enter this total in 21C.
- **SAT SUBJECT TESTS AND FEES:** If you are using this registration form to register for the SAT Subject Test, then fill in the oval(s) next to the test(s) you want to take. Remember, you may take up to three Subject Tests offered on the test date you indicated in section 9; you CANNOT take the SAT and the SAT Subject Tests on the same test date.
- **NOVEMBER ONLY—LANGUAGE TESTS WITH LISTENING:** Language with Listening Tests are only offered in November. If you want to take a Language with Listening Test, fill in the appropriate oval.

- **SUBTOTAL SUBJECT TEST FEES:** Write the sum of fees for up to three different Subject Tests in the corresponding boxes.
- **SUBJECT TEST BASIC FEE:** Write 20.00 in the corresponding boxes.
- **C2 SUBJECT TEST FEES TOTAL:** Add up the cost of your Subject Test Fees (\$9.00 per test) AND your Subject Test Basic Fee (\$20.00) and write it in the corresponding boxes. You should also enter this total in 21C.

22. TOTALS

- **A. PUBLICATION TOTAL:** Leave this blank. You cannot use this form to order publications.
- **B. OTHER SERVICES & FEES TOTAL:** Write the total amount that you entered in 18. This includes the \$26.00 international processing fee, plus the fees for additional score reports (if any).
- **C. SUBJECT TEST FEES TOTAL:** Write the total you entered in 20 C1 or C2.
- You do not need to pay any international taxes. Leave these boxes blank.
- Check off the box that states "Enclosing a check or money order, payable to The College Board."
- DO NOT SEND CASH. The U.S. Embassy cannot help you pay these fees.

*****TURN TO THE REVERSE SIDE OF THE REGISTRATION FORM*****

23. SAT QUESTIONNAIRE

- This section is entirely optional. You are not required to fill out this section. If you choose to fill out this section, simply answer the questions to the best of your ability. Refer to page 22 of the Paper Registration Guide if you need help.

24. STATEMENT AND SIGNATURE

- You are required to fill out this section. Please copy the statement written on the registration form.
- Be sure to sign your name on the "signature" line as you would an official document.

FILLING OUT THE ENVELOPE

- Once you have filled out the registration form completely, put the registration form and payment in the envelope provided by College Board.
- On the front of the envelope, fill in the oval next to the test date for which you are registering.
- On the back of the envelope, read the "Did you include" section, and put check marks in the boxes.
- On the bottom right-hand side of the envelope, in the "FROM" section, write your mailing address once again. Leave "State or Province" blank. Leave "Zip/Postal Code" blank.
- You are mailing in your registration form. You are not turning in your registration on the day of the test. Standby testing is not allowed in Cameroon. Do not check the box.

MAILING THE REGISTRATION TO THE U.S.

- Students are strongly encouraged to use some type of courier service to mail their registration to the U.S.
- The registration envelope (with payment sealed inside) will be placed in a larger envelope provided by the courier service.
- If you are using a courier service to send your registration form to the US, use this address for College Board:
 Attention SAT Program
 901 South 42nd Street
 Mount Vernon, IL 62864
 USA

RESOURCES FOR SAT PREPARATION

- A variety of SAT and SAT Subject Test preparation books are available for student use in the EducationUSA Advising Center, located in the James Baldwin Information Resource Center at the U.S. Embassy. Please see <http://yaounde.usembassy.gov/irc.html> for information on how to access the library.
- There are numerous websites devoted to free SAT and SAT Subject Test preparation. The website <http://satguide.weebly.com/> provides students with links to 100 websites for test preparation.